

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)
1255 Imperial Avenue, Room 436
San Diego, CA 92101
Phone: (619) 338-2002
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CAB MEETING MINUTES: February 10, 2012

CALL TO ORDER

CAB Acting Chair Jasmin Kirkland called the meeting to order at 3:20 p.m.

In the absence of both Chair Ana Briones-Espinoza and Vice Chair Scott Suckow, the meeting was chaired by Jasmin Kirkland.

ROLL CALL

- Present: Awichu Akwayna; Ann Durham; Paul Moose; Filipa Rios; Keith Stevenson; Jasmin Kirkland; Margie de Ruyter; Nelson Leone; Jeannine Nash
- Excused: Denise Reed; Ana Briones-Espinoza; Rebecca Baez-Garcia; Adriana Paulson
- Absent: Sonia Ruiz; Scott Suckow
- Staff: Sylvia Melena; Dan Vasquez; Juana Duenas; Luke De Smet
- Guest Speaker: Teresa Smith

ACCEPTANCE OF AGENDA

- Ann Durham motioned to approve the February 10, 2011 agenda. Filipa Rios seconded the motion. The agenda was unanimously approved.

APPROVAL OF MINUTES

- Awichu Akwayna motioned to approve the January 13, 2012 minutes. Ann Durham seconded the motion. The minutes were unanimously approved.

PRESENTATION: *LIVE WELL, SAN DIEGO!* – SYLVIA MELENA, ASSISTANT DEPUTY DIRECTOR, HEALTH AND HUMAN SERVICES AGENCY, SELF-SUFFICIENCY PROGRAMS

Prior to the start of the meeting Sylvia Melena distributed a fact sheet regarding safe living, and presented information on the *Live Well, San Diego!* initiative. The *Living Safely* strategy is still under development. HHSA is gathering input from advisory boards and community stakeholders. A link to the online survey will be sent to CAB members for their input.

PRESENTATION: EARNED INCOME TAX CREDIT CAMPAIGN – JUANA DUENAS, PROGRAM MANAGER, HEALTH AND HUMAN SERVICES AGENCY, COMMUNITY ACTION PARTNERSHIP

Guest speaker Teresa Smith of the Thrive initiative updated CAB on the EITC campaign. EITC outreach postcards were distributed to CAB. Ms. Smith informed CAB that, three weeks into the 2012 tax season, the program was seeing a lot of new customers visit the campaign sites for free tax preparation. Additional sites have been added with North County Lifeline and the MAAC Project. This year the initiative is focusing on outreach to the disabled community.

Ms. Smith shared success stories of clients receiving large EITC returns.

ACTION ITEM: CAB VACANCY REPORT AND CAB RECRUITMENT ACTIVITIES

Sylvia Melena updated CAB on the vacancy outreach plan. The Facebook advertisement has been posted and 2-1-1 has verbally confirmed that they will post an ad for CAB as soon as they receive the language. Sylvia has also asked CAP Director Dale Fleming to send the regionally tailored outreach language to the regional managers in districts with a CAB vacancy. The regional managers can then send this language out to their community networks.

Ann Durham shared the Lawyers Club newsletter with CAB. The CAB advertisement will be featured in the March newsletter. Ann also suggested that a similar advertisement could be placed with the San Diego County Bar Association.

Juana Duenas shared with CAB that prospective CAB member Denise Smith is going through the process of being confirmed to represent District Two.

CAB Chair will convene a Nominating Committee to fill vacancies.

No vote was taken on this action item. The vote has been delayed until the March meeting.

ACTION ITEM: FUTURE LOCATION FOR CAB MEETINGS

Nelson Leone motioned that the Green Building in Clairemont, or another location, be used as an alternate CAB meeting location during San Diego Padre home day games. Awichu Akwanya seconded the motion. The motion passed unanimously.

ACTION ITEM: CHECKLIST FOR COMMUNITY ACTION MONTH

Juana Duenas distributed a checklist of key tasks to be completed before Community Action Month in May. Included in Community Action Month will be CAP's 2012 volunteer recognition event. To ensure EITC volunteers are recognized, CAP has chosen to recognize them during Community Action Month.

Jasmin Kirkland, Awichu Akwanya, Ann Durham, and Felipa Rios volunteered to be in the planning ad hoc committee, with either Ann Durham or Jasmin Kirkland as the chairperson.

It was agreed upon that the Green Building would be an ideal site to hold Community Action Month events. CAB also agreed that the theme of the event should be *Live Well, San Diego!*

As per County rules, food for the event will be limited to five dollars per person. Last year, CAP worked with Community Gardens in City Heights to purchase fresh vegetables to place on event tables.

It was suggested by Nelson Leone that CAB Member Keith Stevenson also be recognized for his volunteer work.

CAP PROGRAM DIRECTOR’S REPORT – SYLVIA MELENA

No report.

CAB CHAIR’S REPORT – ANA BRIONES-ESPINOZA

CAB Chair not present. No report.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

- Ann Durham motioned to adjourn meeting at 4:14 p.m. Nelson Leone approved motion. Motion unanimously approved.

MINUTES APPROVED BY: Denise Reed (Secretary)

Signature

Date

NEXT MEETINGS

- March 9, 2012, 2:30 p.m. – 1255 Imperial Avenue, San Diego, CA 92191, Room 436
- April 13, 2012, 2:30 p.m. – 1255 Imperial Avenue, San Diego, CA 92191, Room 436
- May 11, 2012, 2:30 p.m. – 1255 Imperial Avenue, San Diego, CA 92191, Room 436
- June 8, 2012, 2:30 p.m. – 1255 Imperial Avenue, San Diego, CA 92191, Room 436